



Minutes of the Finance Committee starting at 10:00 am on Wednesday, 19th August 2026 at Buxford Hall, Great Chart Playing Fields

Present: Cllrs Darvill, P Barker, Tate and Wiffen

Aniko Szocs (Clerk)

Meeting started at 10:00 am

1. Apologies

No apologies to note.

2. Declarations of Interest

2.1. Disclosable Pecuniary Interest – None

2.2. Other Significant Interests – Cllr Wiffen Item 5.2

2.3. Other Interests – None

3. Minutes of the Previous Meeting

The minutes of the meeting held on 22nd July 2026 were duly approved as a true record.

Proposed: Cllr P Barker	Seconded: Cllr Darvill	Vote for: 4
Vote against: 0	Vote abstain: 0	Motion: Carried

4. Grant Application

None to consider.

5. Finance

5.1. Budget allocation vs. spending

The Committee received and noted the budget allocation versus spending report. It was noted that a small number of transactions had been allocated to incorrect budget codes and would be reallocated to the appropriate budget lines. No further concerns were raised. The report is attached to the minutes as Appendices 1 and 2.

5.2. Items for approval, acknowledge bank reconciliation and credit card payments

The Committee reviewed the payments against the invoices presented. It was noted that the Lister Wilder payment had been incorrectly recorded on the list and that an invoice was missing for a gas payment, as recorded on the payment list. Subject to these comments, the Committee approved the payments and acknowledged the July bank reconciliation and credit card payments.

Proposed: Cllr P Barker	Seconded: Cllr Darvill	Vote for: 4
Vote against: 0	Vote abstain: 0	Motion: Carried

5.3. Mini audit

The following records have been inspected as part of the Mini audit.

Payment to	Payment for	Amount	Record	Invoice	Date
Uprising	Churchyard maintenance	£360	☒	Inv 0200	01.06.26
Zurich	Insurance updated	£153.14	☒	Inv55613 9754	13.05.26
Tuckwells	Ride on mower check	£395.68	☒	InvBB571 2	14.05.26
Vision ICT	Annual fee	£317.40	☒	Inv22093	12.06.26
Morrisons	Refreshments	£10.65	☒	A88176	08/06/26
Sainsbury's	Refreshments	£5.79	☒		12/06/26
Candytan	Custom hire	£60	☒	Inv20261 76	23/06/26
East Malling Trust	Pesticides course	£1220	☒	Inv SI001557	30/06/26

5.4. Review cost centre headings and agree any renaming or reallocation of budget lines to the appropriate headings.

Discussion of this item has been postponed.

5.5. Laptop Replacement

The Committee reviewed the quotations and agreed that Cllr Darvill's laptop would be transferred to Cllr P Barker until the May 2027 election, when device requirements for newly elected councillors will be reviewed.

Proposed: Cllr Tate	Seconded: Cllr Wiffen	Vote for: 4
Vote against: 0	Vote abstain: 0	Motion: Carried

5.6. Swing replacement

The committee agreed to resolve to accept the quote.

Proposed: Cllr Wiffen	Seconded: Cllr Tate	Vote for: 4
Vote against: 0	Vote abstain: 0	Motion: Carried

6. Date and Venue of next meeting

The next Finance Committee meeting will be held on Wednesday, 23rd September 2026 starting at 10:00 am at Great Chart Playing Fields, Buxford Pavilion.

The meeting closed at 11:15

Signed by:

Chair _____ Date: _____